

Minutes of the Finance Committee

Wednesday, January 5, 2005

Chair Haukohl called the meeting to order at 8:46 a.m.

Present: Supervisors Pat Haukohl (Chair), Don Broesch, Bonnie Morris, Genia Bruce, and Ken Herro. Joe Marchese and Jim Behrend arrived at 8:50 a.m.

Also Present: Legislative Policy Advisor Mark Mader, Information Systems Manager Mike Biagioli, Purchasing Manager Susan Connelly, Senior Services Director Cathy Bellovary, Nutrition Services Supervisor Mary Smith, Senior Financial Analyst Clara Daniels, Airport Manager Keith Markano, and Budget Specialist Linda Witkowski.

Approve Minutes of 12-8-04

MOTION: Broesch moved, second by Herro to approve the minutes of 12-8-04. Motion carried 5-0.

Schedule Next Meeting Dates

January 19th.

Marchese and Behrend arrived at 8:50 a.m.

Announcements

Broesch announced that Menomonee Falls President Jefferson Davis will not seek re-election. Morris said she read in this morning's newspaper that Supervisor Carl Seitz will run for Town of Eagle Treasurer. Marchese advised of a recent newspaper article entitled "School defibrillator saves student" and felt the County should strongly consider installing more than just one defibrillator in the courthouse.

Information Management Panel Report of 12-10-04

Bruce said the Communications Center went live on November 30th as scheduled. This went smoothly but some minor adjustments were needed. They're ahead of schedule with regards to the law records testing section. All but three communities are on-board: The Village of Big Bend, Town of Mukwonago, and City of Brookfield. The latter is scheduled to go-live on February 17th.

As of December 6th, all electronic problems associated with the Avatar PM module for Health & Human Services have been corrected by the vendor, Creative Socio Medics. Staff are able to receive some payments through the system although there are problems in other areas which are being worked on.

Bruce advised of a new system in the Jail, a pilot project, whereby the processing capabilities are centralized on a larger server. This should actually result in a cost savings. It will also allow for increased security.

Regarding the countywide cashiering system, Bruce said an RFP will go out in the spring to replace nine cashiering systems with one system, with the exception of Fairway Systems at the golf courses. Problems discovered during an internal audit of Fairway Systems have been resolved.

Contract Procurement Process for Information Systems Project Management Services

Biagioli said the contract was awarded to Anthony Consulting LLC, Compuware Corp.; Stratagem, Inc.; TekSystems, Inc.; and Whittmanhart, Inc.; the five highest rated proposers. This is a two-year contract and the contract cost will total the amounts required by project scopes. Vendors are paid on an hourly basis. The first year budgeted amount is \$250,000. A total of 19 vendors submitted RFP's for consideration.

MOTION: Marchese moved, second by Broesch to approve the contract procurement process for Information Systems project management services. Motion carried 7-0.

Annual Report on Disposal of Fixed Assets

Connelly distributed copies of her 2004 disposal report which included information on item description, method of disposal, department where the item came from, entity receiving the item, total money received, cost avoidance, and expenses. In 2004, the only revenues, totaling \$53.36, were from the City of Racine who purchased film no longer needed by the Sheriff's Department. However, the County had to pay \$2,070 to dispose of old computer equipment which Connelly said could not be "re-marketed."

MOTION: Herro moved, second by Behrend to accept the 2004 disposal of fixed assets report. Motion carried 7-0.

Ordinance 159-O-100: Department of Senior Services to Accept Grant from Oconomowoc Area Foundation

Bellovary and Smith discussed the ordinance as outlined to accept a \$4,775 grant from the Greater Milwaukee Foundation / Oconomowoc Area Foundation to be used for two 12-week exercise and nutrition education programs based at the Oconomowoc Senior Dining Center. Local match requirements will be met with existing budgeted staff time and related grant administrative costs are expected to be minimal. Staff are looking to secure additional grant funds to implement this same program at other County nutrition sites.

MOTION: Behrend moved, second by Herro to approve ordinance 159-O-100. Motion carried 7-0.

Ordinance 159-O-101: Authorize Transfer of Funds for Purchase of a Rotary Snow Thrower

Markano said the County Board previously approved an ordinance to purchase a rotary snow thrower for the airport for \$480,000. The snow thrower is a requirement in the snow removal contract. Markano advised that the actual cost came in at \$521,692 although the total amount of additional County funds needed is \$35,000 which will come out of fund balance.

Marchese felt it was important to know the equipment specifications and know exactly what we're buying. He passed around a brochure on this particular model. Markano explained how the snow thrower operates. Broesch noted that ultimately, this will save the County money because of the savings in the snow plowing contract. Marchese was concerned that the vendor will be responsible for maintenance and repair and not the County. To answer Morris' question, Markano said it's anticipated the snow thrower will be delivered and ready to go for next season.

Haukohl advised of an error in the fiscal note and asked Witkowski to submit a corrected copy in time for the next County Board meeting.

MOTION: Behrend moved, second by Morris to approve ordinance 159-O-101. Motion carried 7-0.

Review Future Agenda Items List

The committee reviewed and revised the future agenda items list.

Discuss Principals and Issues Regarding Centralized vs. Decentralized County Services

Haukohl said this agenda item was suggested by Chief of Staff Lee Esler who was not available for today's meeting. The issue came up during the last budget season when Sheriff's Department staff talked about wanting to save money and go to outside entities for Sheriff vehicle oil changes instead of using the County's Central Fleet Division. Haukohl said we're also seeing this happen in the County with regards to some computer systems and printing services. This brings up the question of what works best, costs less in providing services? Is decentralization or centralization better for the County?

Mader, with respect to centralized vs. decentralized services, said the oil change issue is an excellent example of why a review is needed on a case-by case basis because the benefits, costs, and pros and cons all need to be studied. The oil change issue was added by this committee to the 2005 budget through the amendment process and will be reviewed further in the future with the appropriate staff.

MOTION: Herro moved, second by Marchese to adjourn at 10:53 a.m. Motion carried 7-0.

Recorded by Mary Pedersen, Legislative Assistant.

Respectfully submitted,

Bonnie J. Morris
Secretary